

# **LAFCO** *of Monterey County*

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**LOCAL AGENCY FORMATION COMMISSION**  
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**KATE McKENNA, AICP**  
**Executive Officer**

**BUDGET AND FINANCE COMMITTEE:**

Ralph Rubio, LAFCO Commissioner - *City Member (Committee Chair)*

Tom Perkins, LAFCO Vice-Chair - *Special District Member*

Simón Salinas, LAFCO Chair - *County Member*

## **DRAFT MEETING NOTES**

### **BUDGET AND FINANCE COMMITTEE MEETING**

**Wednesday, January 20, 2010, 2:00 p.m.**

**LAFCO Office, 132 Gabilan St., Ste. 102, Salinas, CA 93901**

#### **1. CALL TO ORDER**

The meeting was called to order at 2:04 p.m. by Committee Chair Rubio.

#### **2. ROLL CALL**

Present: Committee Chair Rubio, Commissioners Perkins and Salinas, Executive Officer McKenna, Stephanie Gonzales, Hayashi and Wayland, and Rachelle Jones, LAFCO Clerk

Absent: None

#### **3. PUBLIC COMMENT**

Bill Carrothers provided comment concerning the median income and housing costs. Michael Hutchinson, Vice President Professional Services, Salinas Valley Memorial Hospital Healthcare District also attended the meeting.

#### **4. CONSIDER DRAFT MID-YEAR FINANCIAL STATEMENTS FOR DECEMBER 31, 2009**

Stephanie Gonzales, Hayashi and Wayland, provided the report on the mid-year financial statements for December 31, 2009.

Committee members discussed the draft mid-year financial statements with Executive Officer McKenna and Stephanie Gonzales.

Upon motion of Commissioner Perkins, seconded by Commissioner Salinas, the Committee unanimously recommended that the full Commission accept the draft mid-year financials for December 31, 2009.

**5. RECEIVE PROFIT/LOSS BUDGET VS. ACTUALS WORKSHEET DATED JANUARY 8, 2010**

Executive Officer McKenna provided informational report on the profit/loss budget vs. actuals worksheet dated January 8, 2010.

Committee members discussed the profit/loss budget vs. actuals worksheet with Executive Officer McKenna and Stephanie Gonzales.

Upon motion of Commissioner Perkins, seconded by Commissioner Salinas, the Committee unanimously received the profit/loss budget vs. actuals worksheet dated January 8, 2010.

**6. DRAFT MID-YEAR BUDGET REVIEW FOR FY 2009-10**

Executive Officer McKenna provided report the draft mid-year budget review for fiscal year 2009-10.

Committee members discussed the draft mid-year budget with Executive Officer McKenna and Stephanie Gonzales.

Upon motion of Commissioner Salinas, seconded by Commissioner Perkins, the Committee unanimously recommended that the Commission approve the mid-year budget review for fiscal year 2009-10 report.

**7. CONSIDER RETIREE HEALTHCARE OBLIGATION EXPENSE AND DRAFT POLICY**

Executive Officer McKenna provided report for the retiree healthcare obligation.

Committee members discussed the retiree healthcare obligation expense and draft policy with Executive Officer McKenna and Stephanie Gonzales.

Upon motion of Commissioner Salinas, seconded by Commissioner Perkins, the Committee unanimously recommended that the Commission Accept the Report on Annual Required Contribution, Adopt a Policy on Liability for Post-Employment Benefits to: a. Calculate and record the liability and expense; b. Establish a Reserved Cash Account for Other Post-Employment Benefits, and c. Establish a Commission goal to fund the liability, and Authorize the transfer of \$2,245 from funds available in the Benefits line item to the Reserved Cash Account for Other Post-Employment Benefits, with no fiscal impact.

**8. CONSIDER COMPENSATION FOR ADMINISTRATIVE SECRETARY (CONFIDENTIAL) – CLERK TO THE COMMISSION POSITION**

Committee members and Executive Officer McKenna discussed compensation for Administrative Secretary (Confidential) – Clerk to the Commission, without others present.

Committee recommended no step increase for fiscal years 2009-10 or 2010-11 for Administrative Secretary (Confidential) – Clerk to the Commission position, due to financial constraints.

**9. CONSIDER LEASE AGREEMENT FOR OFFICE SPACE**

Executive Officer McKenna provided report on the status of the LAFCO lease agreement.

Committee members and Executive Officer discussed the status of negotiations.

Upon motion of Commissioner Salinas, seconded by Commissioner Perkins, the Committee unanimously provided direction to Executive Officer McKenna to continue negotiations on the lease.

**10. CONSIDER DRAFT PROPOSED BUDGET FOR FY 2010-11**

Executive Officer McKenna provided report on the draft proposed budget for fiscal year 2010-11.

Committee members and Executive Officer McKenna discussed the draft proposed budget.

Upon motion of Commissioner Salinas, seconded by Commissioner Perkins, the Committee unanimously recommended that the Commission adopt the proposed budget for fiscal year 2010-11 with amendment to reflect the action taken in Agenda Item number 8.

**11. CONSIDER DRAFT PROPOSED WORK PROGRAM FOR FY 2010-11**

Executive Officer McKenna provided report on the draft proposed work program for fiscal year 2010-11.

Committee members and Executive Officer McKenna discussed the draft proposed work program.

Upon motion of Commissioner Salinas, seconded by Commissioner Perkins, the Committee unanimously recommended that the Commission adopt the proposed work program for fiscal year 2010-11.

**12. OTHER BUSINESS**

None

**13. ADJOURNMENT**

The meeting was adjourned at 3:06 p.m.

Respectfully Submitted,

Rachelle Jones, LAFCO Clerk